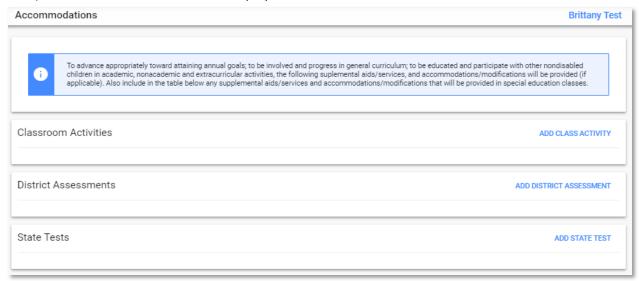
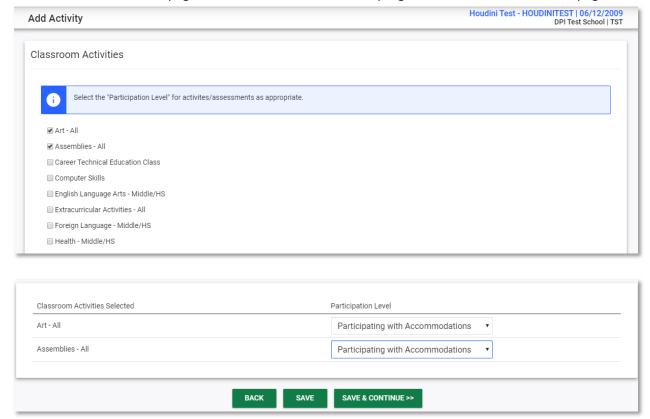
## How to Remove an Accommodation for a Class or Test

The process of removing an accommodation for a class, district assessment, and state tests is the same. The following is an example of class accommodations.

1) Click "Add Class Activities" to display the list of classes.



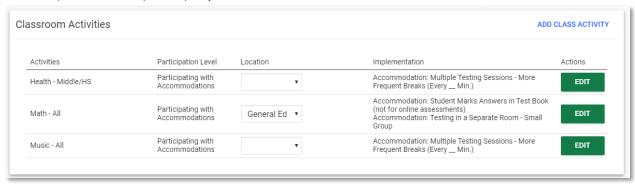
2) Check the box(es) next to the desired classes/activities, and then select the participation level at the bottom of the page. Click "Save and Continue" to progress to the accommodations page.



- 3) On the Accommodation page, select from the list of allowable accommodations for each class/activity. If multiple classes are selected, the accommodations added to one class will automatically select for all classes, as allowable.
  - b. In the example below, Multiple Testing Sessions was selected for Health.
  - c. Multiple Testing Sessions was automatically checked for Music.
  - d. If we unchecked Multiple Testing Sessions for Health, then Multiple Testing Sessions would be automatically unchecked for Music.
  - e. If Multiple Testing Sessions is appropriate for Health, but not Music, leave it checked for both, click "Save & Continue", and proceed to step 4.

alth - Middle/HS		
☐ Assistive Technology Devices (Specify)	☐ Braille Edition (EBA)	☐ Braille Edition (UEB)
☐ Braille Writer/Slate and Stylus (Braille Paper)	☐ Cranmer Abacus	☐ Dictation to a Scribe
☐ Interpreter/Translator Signs/Cues Test	<ul> <li>Large Print Edition (not for online assessments)</li> </ul>	☐ Magnification Devices
Multiple Testing Sessions - More Frequent Breaks (Every Min.)	Multiple Testing Sessions - Other	$\hfill \Box$ Multiple Testing Sessions - Over Multiple Days (Number of Days _)
<ul> <li>One Test Item Per Page Edition (not for online assessments)</li> </ul>	Scheduled Extended Time - Approximately _ minutes	☐ Scheduled Extended Time - Other
<ul> <li>Student Marks Answers in Test Book (not for online assessments)</li> </ul>	Test Read Aloud (in English) (Requires specifics)	☐ Testing in a Separate Room - One-on-One
☐ Testing in a Separate Room - Small Group	☐ Student Reads Test Aloud to Self	Word-to-Word Bilingual (English/Native Language)     Dictionary/Electronic Translator (LEP only)
□ Testing in a Separate Room - Small Group	□ Student Reads Test Aloud to Self	
	Student Reads Test Aloud to Self  Braille Edition (EBA)	
sic - All		Dictionary/Electronic Translator (LEP only)
Sic - All  Assistive Technology Devices (Specify)	□ Braille Edition (EBA)	Dictionary/Electronic Translator (LEP only)
Sic - All  Assistive Technology Devices (Specify)  Braille Writer/Slate and Stylus (Braille Paper)	Braille Edition (EBA) Cranmer Abacus Large Print Edition (not for online assessments)	Dictionary/Electronic Translator (LEP only)  Braille Edition (UEB)  Dictation to a Scribe
Sic - All  Assistive Technology Devices (Specify) Braille Writer/Slate and Stylus (Braille Paper) Interpreter/Translator Signs/Cues Test Multiple Testing Sessions - More Frequent Break:	□ Braille Edition (EBA) □ Cranmer Abacus □ Large Print Edition (not for online assessments)	Dictionary/Electronic Translator (LEP only)  Braille Edition (UEB)  Dictation to a Scribe  Magnification Devices
Sic - All  Assistive Technology Devices (Specify) Braille Writer/Slate and Stylus (Braille Paper) Interpreter/Translator Signs/Cues Test  Multiple Testing Sessions - More Frequent Breaks (Every Min.)  One Test Item Per Page Edition (not for online	Braille Edition (EBA) Cranmer Abacus Large Print Edition (not for online assessments) Multiple Testing Sessions - Other Scheduled Extended Time -	Dictionary/Electronic Translator (LEP only)  Braille Edition (UEB)  Dictation to a Scribe  Magnification Devices  Multiple Testing Sessions - Over Multiple Days (Number of Days)

4) To remove (or add) any accommodations for an individual class/test, click the "Edit" button.



- 5) Uncheck the accommodation you wish to remove, check any accommodation you wish to add, and click "Save & Continue".
  - a. In this example for Music, we unchecked Multiple Testing Sessions and checked "Other".

